

# DODGE COUNTY BUILDING COMMITTEE MINUTES

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Administration Building, Room 1A 127 East Oak Street, Juneau, WI 53039

Date: December 7, 2017

**Call to order:** The meeting was called to order by Supervisor Dennis Schmidt at 5:00 p.m. with the following members present: **Dennis Schmidt, Mark Roesch, Jeffrey Caine, Kira Sheahan-Malloy**

**Also present:** Russ Freber, Director of Physical Facilities; Barb Brooks, Administrative Secretary

**Public Forum: None**

**Minutes:** A motion was made by Jeff Caine and seconded by Kira Sheahan-Malloy to approve the minutes from the November 2, 2017 meeting and allow the chairman to go out of order to efficiently conduct the meeting: Motion carried.

**Correspondence and Announcements: None**

**Committee Member Reports: None**

**Consider, Discuss and Take Action:**

**County Buildings Space Policy** the policy was discussed among the Committee. We will have an updated policy at the next meeting.

**Fund Transfers** a motion was made by Kira Sheahan-Malloy and seconded by Jeff Caine to approve the fund transfers. Motion carried.

**Report & Consider Maintenance Operations & Projects:**

Russ Freber updated the committee on the projects at the different locations.

## **Administration Building**

*Staffing* we still have one open custodian position

*2017 Budget* this will be discussed more at the next meeting when we will have a better idea of the overall budget at the year end.

*Ability to lock doors* through software we now have the ability to lock doors.

*Insurance Check Funds* we have submitted some insurance claims for lightning damage at the Henry Dodge Office Building, and the Legal Services Building. We should be getting some insurance check refunds.

*New Carpet and Paint County Clerk's Office* the office has been painted, and new carpet has been installed.

## **Dodge County Detention Facility**

*Copper Pipe Update* the committee was given a packet on findings from the Water Quality Assessment.

*Sally Port Doors* the doors have been painted, and installed.

## **Courthouse**

*LED Lights* have been changed from 250 watt to 100 watt.

## **Henry Dodge Office Building**

*Sidewalk* the concrete sidewalk has been replaced with a blacktop sidewalk.

## **Law Enforcement Center (J-pod)**

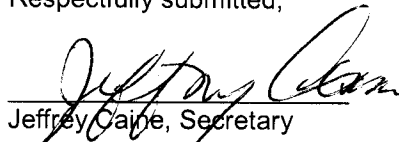
*Repairs* parts are on order to repair locks.

The next meeting is scheduled for Thursday, January 4, 2017 at 5:00 p.m. in Room 1A of the Dodge County Administration Building.

**Adjournment:**

There being no further business to come before this committee, the meeting was adjourned by Supervisor Dennis Schmidt at 5:50 p.m.

Respectfully submitted,

  
Jeffrey Caine, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.